

**MINUTES OF THE ORDINARY MEETING OF THE PEMBROKE TOWN COUNCIL
HELD AT THE TOWN HALL, PEMBROKE ON THURSDAY 9TH AUGUST 2018**

Present:

Councillors:

L Brown (Mayor),	G Jones	L Asman
K Nicholas	A Carey	A Cooke
M Phillips	A Brinn	C Collins
D Evans	J Harvey	R Blackburn
C Doyle	J Nutting	

In attendance:

Mrs Jayne Howes (Financial Officer)
Sinead Henahan (Link Officer)

67. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST

Mrs Suzie Thomas (Town Clerk), Rev Peter Jones
No declarations of interest given.

Lee Hinds gave a presentation on DBS and confirmed that any councillor who did not have a DBS may consider having a basic check although councillors did not have to have a DBS. Copies of the slides were given to all councillors. He explained that if someone already had a DBS check done in the last 6 months it could be moved over. Councillor Harvey commented that the public viewed favourably if councillors had been DBS checked. Councillor Asman enquired if the volunteers in the museum needed to have a DBS check, but Mr Hind explained that as there is no regularity of children coming to the museum there was no need. He suggested that the museum should have a Safeguarding Policy and if Councillor Asman sent him an email he would send her a template to look at. Mr Hind confirmed that all Councillors should not place themselves in the situation of being on their own with children.

Councillor Evans enquired about the training needed to become a Safeguarding Officer and was told there are two courses Tier 1 and Tier 2 and had to be refreshed every three years. Mr Hinds further explained that if a Councillor chose to do the basic check they could go on either of the two web sites on the information given. The Mayor informed the Council that Mrs Suzie Thomas was unable to attend the meeting due to family illness.

68. QUESTIONS AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC

Mrs Janet Gigler congratulated the Council on the recent Pembroke Corgi Dog Show and she hoped it would become an annual event. Mrs Gigler stressed on Councillors that there was financial assistance available to students from the Dr Jones Charity Trust and last year they donated £19,000. She then asked the Western Telegraph reporter to check why the advertisement for the Trust had not been published in the paper after they had paid. Also Mrs Gigler questioned why the minutes of May 2017 had been agreed when Point 31, Questions and Answer Session with Members of the Public, was incorrect. She asked the Council to consider removing the last three words in the revised minutes as she felt they were not justified. The Mayor

apologised on behalf of the Town Clerk and the Councillors and after a vote, it was agreed to adjust the minutes accordingly.

Mrs Lynn Edwards also made brief comments on safe guarding.

The Mayor of Pembroke welcomed Mrs Jayne Howes to her first meeting and wished her well in her new role within the Council.

The minutes of 12th July 2018 were accepted as an accurate record and were moved by Councillor Collins and seconded by Councillor Phillips.

69. MATTERS ARISING FROM THE MINUTES

a) RIVER RALLY 2018

The Mayor announced that it was a success again despite the delay in the opening of the barrage.

b) PEMBROKE LIBRARY (update from meeting on 2/8/18)

The Council approved the findings of the sub meeting on 2nd August 2018 where it was agreed to help fund the library for twelve months and monitor the situation for further funding as per the proposal of 2nd August. It was proposed by Councillor Collins and seconded by Councillor Carey, unanimous vote.

70. PLANNING APPLICATIONS RECEIVED

18/0461/PA

Address: Penfro, Golden Brake, Pembroke, SA71 4AG

The proposal to erect a two storey extension was agreed unanimously.

18/0423/PA

Address: 25 Merlins Cross, Lower Lamphey Road, Pembroke, SA71 4AG

The proposal to alterations and have an extension was approved, but with a condition that obscure glass be added.

18/0326/PA

Address: The Studio, The Commons, Pembroke, SA71 4JS

The proposal for alterations to building and change of use from shop (A1) to mixed use photographic studio with retail sales, was approved but with the condition that Pembrokeshire County Council be informed of possible flooding issues.

71. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT

Set out below is the list of bills for payment and confirmation:

47.	Home bargains	Garden Window Basket	19.96
48.	Commtech IT Solutions	Battery Charger	41.98
50.	Jewsons	Redwood screws	55.58
54.	Wilko	Staples & Kettle	18.00
57	Ocon Fire & Security	Fire ALarm Call Out	132.00
59.	Tenby Observer	Advert AFD	24.00
60.	Pembroke Packaging	Towel Roll	87.55

61.	Richard Mason	Flowers	1295.00
62.	Mr B Scourfield,	Internal Audit	136.00
63.	Dyfed Pension Fund	April	235.22
64.	Dyfed Pension Fund	May	1089.20
65.	Dyfed pension Fund	June	1756.63
67.	Peac Finance	- Photocopier	218.63
68.	Martin Cavaney	- Proof Photographs	75.00
69.	Lexis Nexis	Arnold Baker Book	59.99
70.	Pembroke Packaging	- Envelopes	18.49
71.	Vagrants Crew	River Rally	250.00
72.	Jeff Clout	- Bouncy Castles River Rally	450.00
73.	B.T	Telephone Quarter	79.65
74.	Poundstretcher	Cleaning Materials	14.71
75.	Online Purchase --	Suzie Thomas Remote A/C	11.99

The accounts were agreed unanimously and approved by Councillor Brinn and seconded by Councillor Collins.

72. LICENSING

The licensing Castle Inn was approved as per previous email replies.

73. CORRESPONDENCE

Monkton Priory Church

The Mayor asked if Councillors could turn up some time during the period of 5th - 11th November to support the exhibition.

Cleddau River Day at South Pembrokeshire Hospital

Again it was proposed that as many Councillors as possible would attend and support the event on 25th August. The Mayor would liaise with the Town Clerk with regards to the donation request.

MAYORAL APPOINTMENTS

The Mayor confirmed that no appointments had been made this month.

74. AGENDA ITEMS

75. UPDATE FROM LINK OFFICER (SINEAD HENEHAN)

Sinead Henehan announced that there was nothing to report. However, when Councillor Phillips asked what progress had been made with unmaintained properties in the Main Street, the Link Officer agreed to meet up with the Town Clerk and Councillor Phillips to discuss the situation. She also asked the Councillors to send a list of properties of concern including the names of the owners if possible.

76. DBS CHECKS/SAFEGUARDING POLICY

It was agreed that the DBS checks should be adjourned, due to the absence of the Town Clerk, to September or October. Also giving time for Councillor Evans and Councillor Harvey to look at it in more detail with the Town Clerk.

77. FREEDOM OF PEMBROKE

The Mayor reminded Councillors of the above event and looked forward to all Councillors being in attendance to give support.

78. REINSTATING BEATING OF THE BOUNDS CEREMONY, MONKTON

The Mayor asked for Council's approval for her to look at the feasibility of reinstating the event on an annual basis and would like to report back to Council at a later date. Councillor Collins proposed acceptance and was seconded by Councillor Brinn.

79. THE PROBLEM OF THE REEDS THAT ARE RAMPAGING UNCHECKED OVER OUR MILLPOND

Councillor Phillips brought to Council's attention the condition of the reeds on the millpond and the absence of the Millpond Group. After discussion it was unanimously agreed to form a millpond group and to get expert advice on removing/controlling the reeds.

80. MRS JAYNE HOWES (SALARY/JOB DESCRIPTION)

With the absence of the Town Clerk, it was proposed by Councillor Collins and seconded by Councillor Doyle, that the above item be adjourned to the next meeting.

Mayor